

UHM COLLEGE OF EDUCATION SENATE MEETING

Friday, September 13, 2019, 12:00 PM–2:00 PM

Wist Hall 233

COE Senate email address: SenateED@hawaii.edu

APPROVED MINUTES

Present (20): Truc Nguyen (CRDG, chair/past chair), Christine Irvine (LTEC, secretary/treasurer), JoAnn Yuen (CDS), Justine Jumalon (CESA), Mark McCormick (COEDSA), Linda Venanciano (CRDG), Jennifer Parks (Dean's Office), Reid Kuioka (OSAS), Paul Deering (EDCS), Eomailani Kukahiko (EDCS), Brent Edwards, Jr. (EDEF), Baoyan Cheng (EDEF), Marie Iding (SPED), Amber Makaiiau (ITE), Jennifer Padua (ITE), Paulette Yamada (KRS), Erin Centeio (KRS), Dan Hoffman (LTEC), Rhonda Black (SPED), Shawna Ortogero (SPED), D. Lodes (CRDG), C. Lucas (EDEA)

Excused (2): Tom Conway (CDS), Stacey Roberts (EDEA)

Absent (0):

Guests (1): Frank Jumawan (TDP)

Time	Item	Action
12:00	I. Call to Order	Meeting called to order at 12:10 pm by Chair T. Nguyen.
12:00	II. Approval of Minutes from April 12, 2019 meeting	Senator J. Yuen moved to approve the minutes, , R. Black seconded. Minutes were approved unanimously
12:10	III. Secretary-Treasurer Report <ul style="list-style-type: none">• COE Senate spent about half of what we were allocated for 2018-19 (\$1,100.16). 2019-20 budget is \$2,250.00, \$100 more than last year.• Discussion of the budget. Discussed donating to the College of Education Senate. Last year donations raised about \$700.00.• Budget was unanimously approved.	Motion by D. Lodes, seconded by R. Black to add an expenditure line to the budget for an ad hoc committee. For - 17, Against - 1, Abstain - 1. Motion passed. Chair Nguyen asked for Senate reiteration of approval for the budget

		(draft budget was approved in Spring 2019). Approved unanimously.
12:15	<p>IV. Report from the Chair:</p> <p>A. Introductions were made and issues identified. Issues included: Room reservations, Mauna Kea, Manoa and System Reorganizations, COE Budget, Travel memos.</p> <p>B. Review of Robert’s Rules of Order and motions. Reviewed who can vote, certain areas restricted (personnel and curriculum), and roles of senators.</p> <p>C. Now have a staging area paved over and labeled as Zone 1A. Need special hanging 1A pass to park in that area. About 25 passes for 1A have been issued. Not sure yet if Parking will issue additional Zone 1 passes once Zone 1A is opened.</p> <p>D. Dean Murata is asking for feedback on the welcome back event when we got to see the new portable buildings.</p> <p>E. Reminder that this is an accreditation year. Many people will be working on that.</p> <p>F. Last year COE Senate endorsed Manoa Staff Senate. It has now been formed.</p> <p>G. ACCFSC number one issue is the worklife survey and what recommendations we can make to increase morale, improve transparency and communication, and reduce bullying.</p> <p>H. Email for COE Senate is senateED@hawaii.edu. Now have an online calendar and need to list committee meetings there.</p> <p>I. Dates of Senate Meetings for 2019–2020, 12-2pm</p> <ol style="list-style-type: none"> a. September 13, 2019 Wist 233 b. October 4, 2019 Wist 131 c. November 8, 2019 Wist 233 d. January 10, 2020 Location TBD e. February 14, 2020 Location TBD f. March 13, 2020 Location TBD g. April 10, 2020 Location TBD h. COE Congress Meetings, 3pm to 5pm <ol style="list-style-type: none"> i. TBD: December ??, 2019 ii. TBD: May ??, 2020 	
12:20	V. Report from the Dean	

	<ul style="list-style-type: none"> ● A written report was shared as neither Dean Murata nor Associate Dean A. Jenkins were able to attend today as they are at the Hawaii Teacher Standards Board to discuss the COE’s post-baccalaureate in Elementary program. ● AAQEP representatives will be returning in November. Training will be held November 12. Let Associate Dean A. Jenkins know if you are interested. Also, AAQEP may be able to accommodate department trainings as well. ● All course proposals and modifications are due September 20 into the Quali System. Submit to Associate Dean A. Jenkins by that date. The Associate Dean will forward material to COE Senate for review by curriculum committee (CCPP) and vote by COE senate. ● Volunteers are needed to serve on the graduate student travel award review committee. Let Associate Dean A. Jenkins know if you are interested and copy Lauren Saito. ● 	
1:14	<p>VI. Elections</p> <ul style="list-style-type: none"> ● Discussion of officer roles that changed over the summer. The chair elected in April had to resign due to changes in status. The elected vice chair had to step down as elected Manoa Faculty Senate Chair. The bylaws indicate that when there is a vacancy, specific departments need to forward a name of someone to serve. KRS was contacted and someone volunteered. Chair T. Nguyen has been working with that person. Chair T. Nguyen asked whether the Senate wanted to conduct one election at a time or vote on a slate of candidates. The Senate asked to vote on a slate of candidates. <p>A. Officers</p> <ol style="list-style-type: none"> 1. Chair - Paulette Yamada (KRS) 2. Vice Chair - Christine Irvine (LTEC) 3. Secretary-Treasurer - Daniel Hoffman (LTEC). Christine Irvine was elected last year year. After she was nominated as vice chair, Chair T. Nguyen asked if anyone would like to serve as secretary- treasurer and indicated Senator C. Irvine was not prohibited from serving in both roles. <p>B. Standing Committee Chairs</p> <ol style="list-style-type: none"> 1. Curriculum & Program Planning (CCPP) -Rhonda Black A reminder that there needs to be a minimum of 5 tenured faculty to serve on CCPP. 	<p>Chair T. Nguyen nominated P. Yamada from KRS as Chair. Senator E. Centeio seconded. Senator P. Yamada accepted the nomination.</p> <p>Senator D. Lodes nominated Senator C. Irvine as vice chair. Senator D. Hoffman seconded. Senator C Irvine accepted the nomination.</p> <p>D. Lodes nominated C. Irvine as secretary-treasurer. Senator J. Yuen seconded. Senator C. Irvine accepted the nomination.</p>

	<ol style="list-style-type: none"> 2. Personnel - Eomailani Kukahiko 3. Budget and Facilities - Christine Irvine 4. Student-Faculty Relations - Erin Centeio 5. Diversity - Amber Makaiau 6. Fellowship - will elect their own chair 7. Governance - Barbara Dougherty 	<p>Senator R. Black nominated Senator D. Hoffman as secretary-treasurer. Senator M. Iding seconded. Senator D. Hoffman accepted the nomination.</p> <p>Senator D. Lodes made a motion to retract his nomination of Senator C. Irvine as secretary-treasurer.</p> <p>Senator C. Irvine resigned as the current secretary- treasurer.</p> <p>Senator R. Black nominated Senator M. Iding as CCPP chair, Senator C. Irvine seconded. Senator M. Iding declined the nomination.</p> <p>Senator M. Iding nominated Senator R. Black as CCPP chair. Senator J. Yuen seconded. Senator R. Black accepted the nomination.</p> <p>Senator C. Irvine self nominated for Budget & Facilities committee chair. Seconded by Senator M. Iding.</p>
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1:10	<p>VII. Report from the Mānoa Faculty Senate</p> <ul style="list-style-type: none"> • MFS has not met yet this year. The September meeting was canceled and instead the SEC is holding training for new senators. • SEC has strong concerns about the Manoa reorganization Phase 1. MFS has been insistent that they want to see Phase 2 of the reorganization but nothing has come forward. Senator C. Sorensen indicated that nothing has been drafted yet. • Senator Donna Mercado Kim has requested travel documentation from the UH if university funds were used to travel to Mauna Kea. Also looking at possible ethical violations related to Mauna Kea. UHPA does not represent faculty on ethical issues. About 749 pages of travel documentation was supplied to Senator Mercado Kim. Two unions are looking through every page and at travel to Hilo in particular. Senator Mercado Kim is particularly interested if personal time was included as part of travel. Instructional faculty and some other categories must submit a memo about what is personal time during travel. Specialist faculty have to take vacation time. Students need instructor approval. Staff need supervisor's permission. • Discussion of UHPA prohibited practices complaint against the College of Education regarding travel and Senators shared experiences. 	<p>Past Chair T. Nguyen indicated if anyone wanted to share experiences regarding travel, please email her and she will share with Manoa SEC.</p>
1:20	VIII. Old Business - None	
1:30	IX. New Business - None	

2:04	X. Adjournment	Motion to adjourn by Senator E. Centeio, Senator L. Venenciano seconded. Meeting adjourned at 1:53 pm. Next Senate Meeting: October 4, 2019 in Wist 131
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